

ADMINISTRATIVE - INTERNAL USE ONLY

25 AUG 1982

MEMORANDUM FOR THE RECORD

SUBJECT: Telecon with Everett Medling, Smith, Hinchman
& Grylls Associates, Inc., 23 August 1982

1. Mr. Medling called at 1545 hours to pose four questions regarding the preparation of the architectural-engineering proposal.

Question 1: The package of representations and certifications contains a blank to be filled in with a proposal number. Should this be a contractor or Government number?

Response: Do not fill in the blank.

Question 2: How should rates requested at 16 August 1982 meeting be sent?

Response: Federal Express to BPS.

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Question 3: Is it acceptable to schedule all progress meetings in Washington except 10, 30, 75, and 100 percent reviews?

Response: Yes

Question 4: Because of insufficient design information, it is not possible to create specified detailed network beyond schematic phase. Can provide general networks for later phases. Can Government accept this?

Response: Yes, so long as proposal contains firm commitments to end dates specified.

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Chief, Building Planning Staff, OL

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